



Chandler • Arizona

# CITY OF CHANDLER

## Chandler Volunteer Income Tax Assistance (VITA) Sites Schedule

The Chandler CARE Center  
777 E. Galveston Street  
Wednesdays 1-6pm Walk-In  
Saturdays 9am-1 pm Walk-In  
Starting 2/1/14

Chandler Christian Community Center  
345 S. California Street  
Tuesdays 12noon - 7pm Walk-In  
Starting 2/4/14

Chandler Gilbert Community College  
Sun Lakes Campus, Computer Lab  
25105 S. Alma School Rd.  
Tues. 1-5pm, Thurs. 11am -5pm Walk-In  
Starting 2/4/14

First Credit Union  
25 S. Arizona Place  
Mondays 5pm -8 pm Walk-In  
Wednesdays 10am-3pm Walk-In  
Now Open

Buddhist Tzu Chi Foundation  
2145 W. Elliot Road  
Saturdays 10am - 3pm Walk-In  
Starting 2/8/14

Sun Lakes Country Club  
25601 N Sun Lakes Blvd.  
Mondays 9:30 am – 1:30 pm Walk-In  
Now Open

Chandler Downtown Library  
Cactus Room, 2<sup>nd</sup> Floor  
22 S. Delaware St.  
Saturdays Noon – 4pm Walk-In  
Starting 2/15 thru 4/12/14 –except 3/15

ALL sites prepare basic tax forms on a first come, first served basis and we stop taking clients 1 hour prior to the posted end time. This schedule may change due to holidays, etc. For the most up to date information, visit our website at [www.chandleraz.gov/VITA](http://www.chandleraz.gov/VITA)

### Where

### Bring the following

## FREE TAX SERVICE

### DOCUMENTS TO BRING WITH YOU:

- Social Security Cards (or ITIN cards or ITIN letter) for all members of the household
- Picture Identification for taxpayer and spouse
- Proof of all income including W-2 and 1099 forms and self-employment records
- Child Care Information including record of payment with name, address, and tax ID# of childcare provider
- Tax Deduction and Credit Information including mortgage interest statements (Form 1098), medical expenses, tuition payment statements (Form 1098-T), receipts for any property taxes and charitable contributions paid in 2013.
- If you are itemizing, come prepared with your deductions already calculated. Including medical, all interest, vehicle registration, etc.
- Direct Deposit Information - bank routing and account numbers (voided check)
- Prior year (2012) tax returns - bring a copy of your federal and state returns if available
- Both spouses must sign if filing jointly. We do not file married filing separately returns.

\* Income guidelines: We can process returns for individuals and families earning \$52,000 or less.

\* Arizona taxes will only be prepared if we prepare your Federal taxes.

